



Cottesmore St. Mary

Catholic Primary School

THE DIOCESE OF ARUNDEL AND BRIGHTON



Headteacher: Rachel Breen

Building Contribution (Governors' Building Fund) and Gift Aid

As an Aided school, we are required to provide 10% of any money received, via bids, for capital on maintenance works. In recent years, the school was given £247,000 to carry out essential maintenance works throughout the school (roofing amongst other things) as well as £197,000 and £235,000 to overhaul the school heating system. In order to receive this money, the school was required to provide £24,700, £19,700 and £23,500 (10% of each value). We are hoping to be offered further money for essential building maintenance works in the future.

At present, all parents are asked to make a minimum voluntary contribution of £10 per term, or £30 a year, PER Pupil (not family) into a ring-fenced fund so that we are able to meet these financial commitments. Some families are in a position to pay more, for which we are extremely grateful.

The 10% is required because Cottesmore St Mary is a Catholic Aided school. A Catholic Aided school is owned by the Diocese. However, an Aided school, is funded by the Local Authority for day to day running costs. For example, the salaries of the staff, utilities and resources. Annually, Aided schools, are able to bid for maintenance money (noted above), via the Diocese, who in turn are provided with money by the Department of Education. If bids are successful, an Aided school has to then fund 10% of the overall amount offered. Aided schools, generate this 10% via annual or termly parental Gift Aid donations. This money goes into an account called the Governors' Building Fund and is ring-fenced so it can only be spent on providing the required 10%. Non aided schools, are not required to find the 10% as they are funded differently.

As an Aided school, if we are unable to provide 10% towards successful bids, through parental contributions, the money is lost and any essential capital or maintenance spend has to come out of money that is provided by the Local Authority for the children. This money then has to come out of our main school budget which can then cause financial challenges.

We ask that every family attending Cottesmore, creates an annual or termly standing order for their contributions for **each** child that attends Cottesmore. We ask that all standing orders are set up for the full term of a child's time at Cottesmore. Please don't forget to set an end date, for all standing orders, to be the summer that your child leaves Year 6 as we can't offer reimbursements for overpaid standing orders.





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Payments can be arranged either via online banking or your mobile banking app for ease. To do this, you will need the following bank details.

Bank: HSBC Bank Plc, 69 Pall Mall, London SW1Y 5EY

Sort Code: 40-05-20 Account Number: 71214640

If you don't have online banking and would prefer us to do this on your behalf, alongside this letter, you will find a Standing Order Mandate form that can be completed and returned to the school office. **We also request that you complete the attached Gift Aid declaration form if you are a UK tax payer.** Gift Aid is a Government backed scheme that allows the school to reclaim an additional 25p of tax for every £1.00 that you donate at no additional cost to you. This also goes towards releasing more money for our building fund. This extra money is also vital so please do complete this form and email or drop it at the school office.

If every family pays the minimum of £30 per child, per year, then the funds collected will equate to £13,080, as we have 436 pupils on roll. Despite these donations, this often still leaves a shortfall, which is why we ask for £30 minimum and encourage families who can give more, to do so.

Once people have had time to set standing orders up, we will consult our returns list and email families directly, who may have missed this letter, in a hope that all will be able to help in some way. Towards the end of each tax year it may be that, if you run a business, you are looking to make an additional charitable donation. If you are - or if you know someone who is - and you would like to donate to Cottesmore via our Governor's Building Fund we would be very grateful.

Any donations make such a difference as, the more we can spend ensuring that the building is of a good standard, from donations, means that the money from the main school budget can be spent directly on the children.

Thank you in advance for your support and your donations.

Rachel Breen, Headteacher

